

COMMUNITY DEVELOPMENT COMMITTEE  
MEETING MINUTES OF JUNE 1, 2016  
CITY HALL WEST CONFERENCE ROOM  
CITY OF WYOMING, MICHIGAN

MEMBERS PRESENT: DeJager, Hall, Krenz, Lopez

MEMBERS ABSENT: Dunklee, McGlaun

STAFF PRESENT: Rebecca Rynbrandt, Director of Community Services  
Kimberly Lucar, Community Development Dept.

OTHERS PRESENT: None

Call to Order

Vice-Chair Lopez called the meeting to order at 6:40 p.m.

Rybrandt announced that Chair Phil Ziemba had resigned from the Committee because he is no longer a resident of Wyoming. Vice-Chair Lopez would conduct the meeting.

Approval of Agenda

Motion by Hall, supported by DeJager, to approve the agenda. Motion carried unanimously.

Approval of Prior Committee Minutes

Motion by Hall, supported by DeJager, to approve the prior meeting minutes of February 3, 2016. Motion carried unanimously.

Public Comment on Agenda Items

There was no public.

Data Review & Response to Homelessness

Salvation Army Contract Change – Rynbrandt said we are seeking City Council approval to amend the Salvation Army 2015-2016 contract, increasing the amount from \$36,000 to \$44,000 for short-term rental assistance for persons at risk of becoming homeless. The Salvation Army alerted us of a current crisis situation whereby there are ten shelter openings for 30 families in need of shelter. The funding available through various agencies such as the United Way and Department of Human Services that is used for temporary hotel stays for people at risk of homelessness is drying up for this fiscal year. The average hotel stay is \$75/night, which is \$15,700 per week to cover families originating from Wyoming. There is \$8,000 in CDBG funds available from activities that are currently under budget for this purpose. The City Council will make a decision regarding the contract revision at their meeting of June 6<sup>th</sup>.

DeJager asked why the homeless crisis is occurring at this time. Rynbrandt replied the rental market is very tight in Grand Rapids metropolitan area. There is a lack of affordable housing, and when the economy is favorable, rents tend to increase.

2016 Kent County Point in Time Count (incl. Media Release) – Rynbrandt explained this information represents a one-day snapshot of homelessness in our community. Even though it appears there is a 12% reduction in homelessness, there is an increase in emergency shelter need.

### Fair Housing Items

Fair Housing Center of West Michigan Education and Outreach Report (through March 31) - Rynbrandt referred to this report, which contains more detail upon request of the Committee. Krenz agreed it is a better reflection of the work they are doing. Rynbrandt noted the final report will be submitted next month, which will include complaint and investigation activities.

HUD Guidance on Use of Criminal Records Checks – Rynbrandt noted the significance of this new HUD guidance in that rental property owners must now have a reasonable policy in place to prohibit discrimination against potential renters who have a criminal record.

### Planning and Budget Updates

2016-2020 Regional Consolidated Plan, 2016-2017 Action Plan and Budget Process Update – The submittal of this Plan has been delayed due to a loss of ESG funding for Kent County. Wyoming's portion has been complete for some time, but since we are tied to the County through the HOME Consortium, we need to submit them together. Since the bulk of the Plan was completed before the ESG funding decision, the Plan needed to be redone in a different HUD software template. Our HUD representatives and planning consultants lobbied for technical assistance from HUD headquarters to copy the original plan into the appropriate template. The plan should be ready to submit for review in the HUD software system by June 3<sup>rd</sup>. The SF-424 and certifications were already submitted prior to the May 15<sup>th</sup> deadline, so 2016-17 funding requests are still on schedule. Rynbrandt recognized Lucar for her work in completing Wyoming's portion both in quality as well as for her timeliness in completion.

Hall asked the value of the regional process. Rynbrandt replied, for the short-term the value was limited, since the administrative costs of the process were three times more than anticipated. The long-term value will continue to be analyzed.

### Informational Materials

NAHRO Impact of CDBG Cuts Summary & 2016 CDBG Coalition Survey Report - Rynbrandt noted this summary and report set the tone for future funding restraints. She encouraged Committee member advocacy regarding CDBG funding to their federal representatives.

### Committee

Member Recruitment – Rynbrandt noted there are three vacant positions on the Committee. She asked Committee members to reach out to people who may be interested in serving.

### Replacement of Chairperson Position

Affirm officer election schedule – Rynbrandt noted there currently is no set schedule for election of officers. It is usually done when an office is vacated. The Committee agreed to hold the election of officers in November. Lopez was asked if she would be willing to serve as Chair until the November election. She responded affirmatively.

Hall and Lopez nominated DeJager for the office of Vice-Chair. DeJager accepted the nomination. There were no other nominations. DeJager was unanimously elected to the office of Vice-Chair.

### Public Comment in General

There was no public.

### Adjournment

Motion by DeJager, supported by Hall, to adjourn the meeting. Motion carried unanimously.

The meeting was adjourned at 7:55 p.m.

The next meeting of the Committee is August 3, 2016.

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Kimberly S. Lucar  
Planning & Community Development Dept.